COLCHESTER BOARD OF EDUCATION
Colchester, CT

BUDGET COMMITTEE - SPECIAL MEETING

Thursday, September 9, 2021
BOE Budget Committee Special Meeting 10:00AM
Virtual Meeting via Zoom

MINUTES

COMMITTEE MEMBERS PRESENT: Jessica Morozowich, Joanne Rose
ADMINISTRATION PRESENT: Superintendent Jeffrey Burt, CFO Maggie Cosgrove, Director of Pupil Services and Special Education Kathleen Perry
OTHERS PRESENT: BOE Chair Mary Tomasi, BOF Liaison Michael Egan, Executive Assistant to the Superintendent Amy Trinnaman

1. CALL TO ORDER

1.1 Call to Order

Chair Morozowich called the meeting to order at 10:03AM.

2. PUBLIC COMMENT

2.1 Public Comment

None.

3. *APPROVAL OF MINUTES

3.1 Approval of June 17, 2021 Minutes

Motion by: J. Rose
To approve the minutes of the June 17, 2021 Budget Committee meeting
Second by: J. Morozowich
Vote: Unanimous
Roll call: J. Rose, J. Morozowich

4. *PRIORITY DISCUSSION/ACTION ITEMS

4.1 Budget Process Discussion

Superintendent Burt discussed the 2022-2023 budget process. Mr. Burt will start budget discussions with District administrators beginning in October. Discussion of accounts that fluctuate - specifically salary lines, fuel costs, and special education - ensued. Budget goals, priorities, and assumptions are being discussed now in preparation. To help the community understand specific aspects of the BOE budget and the budget process, the Superintendent will share a series of brief, topical videos on the District website.

5. BUDGET REPORTS

5.1 Monthly Budget Reports

CFO Maggie Cosgrove shared three budget reports, including the fiscal year-end report through June 30, 2021. This is the final (unaudited) budget report for the school year 2020-2021. CFO Cosgrove provided an explanation of several budget lines as well as an overview of accounting procedures.

J. Rose commended the District on such careful budget planning; Chair Morozowich concurred.

5.2 Cafeteria Fund

Last fiscal year's Cafeteria Fund report was presented. CFO Cosgrove highlighted that the federal reimbursement rate was significantly different than in past years because we were operating under a different meals program (currently the Seamless Summer Option of free meals). The federal government has since raised the reimbursement rate. Superintendent Burt shared that we expect the meals program will generate revenue this year from a-la-carte sales.

5.3 Health Insurance Reserve

We had significantly fewer stop-loss claims this year, possibly due to COVID-19's impact on the ability to have elective procedures. At the recommendation of Lockton, CPS will continue to follow a funding methodology that will not make budget adjustments based on one unusual year.

5.4 Special Education Excess Cost Report (Not at this time)

5.5 Use of Schools

CFO Cosgrove presented the Use of Schools report through June 30, 2021 Restrictions are in place if students are present, but individual groups are beginning to utilize the space offered by our schools. The current mask mandate is in effect.

5.6 Capital Reserve

CFO Cosgrove presented the Capital Reserve Fund as of June 30, 2021.

5.7 Budget Transfers Under $5,000

None.

6. OLD BUSINESS

6.1 Update on Federal Grants

We have been approved for the ESSERII/ARPA grant. Some adjustments have been made to ensure that use of funds is in alignment with CPS needs. PreK transportation is included as part of our transportation agreement with M&J.

7. *NEW BUSINESS

7.1 Discussion on Budget Committee Meeting Times

Chair Morozowich proposed no change in time until new BOE/Budget Committee members are onboarded. This item is tabled.

8. PUBLIC COMMENT ON NEW ISSUES RAISED OR SUBJECTS DEVELOPED

8.1 Public Comment

BOF Liaison M. Egan shared his experience being involved in the decision to set the time for the Budget Committee to mornings. He also commented on funding of the Health Insurance Reserve.

9. ADJOURN

The meeting adjourned at 11:00AM.